

# COUNTY OF PLACER CIVIL SERVICE COMMISSION

**May 8, 2000  
MINUTES  
5:30 P.M.**

**CIVIL SERVICE COMMISSION**

SYLVIA BESANA  
RICHARD COSTIGAN, III,  
RON LE DOUX, Vice Chair  
WILLIAM STOCKWIN  
JAMES WEBBER, Chair

Nancy Nittler, Personnel Director  
Carol Braun, Executive Secretary

County Administrative Center, 175 Fulweiler Avenue, Auburn, CA 95603

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5:10 PM      ROLL CALL: Meeting was held at Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA, with all Commissioner's present. Chairman Webber presiding.

CLOSED SESSION:

5:15 PM      Review of Recommended Merit Increases

OPEN SESSION - 5:30 PM

- I.    CLOSED SESSION REPORT: Chairman Webber announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section 54957. It was moved by LeDoux and seconded by Besana that the merit increases be approved as recommended by the departments. Motion carried unanimously.
- II.   AGENDA APPROVAL: It was moved by Besana and seconded by Stockwin to approve the agenda. Motion carried unanimously.
- III.  MINUTES OF PREVIOUS MEETING: Moved by LeDoux and seconded by Costigan that the minutes of April 10, 2000, be approved. Motion carried unanimously.
- IV.   PUBLIC COMMENTS: None
- V.    OLD BUSINESS

VI. NEW BUSINESS

A. New Classification Specifications

1. Courts

It was moved by LeDoux and seconded by Besana to approve the creation of new Court-specific classifications to be included in the classified service. Motion carried unanimously.

B. Placement of Classification into the Unclassified Service

1. Departmental MIS Manager

It was moved by Besana and seconded by Stockwin to approve the addition of a new management classification of Departmental MIS Manager, range 51.5 in the Unclassified Service. Motion carried unanimously.

C. Reclassification Request

1. County Clerk's Office

It was moved by Besana and seconded by LeDoux to approve the reclassification of one Micrographic Services Supervisor, range 36.0 to Document Technician, Journey, range 36.5. Motion carried unanimously.

D. New Classification Specification/Reclassification Request

1. Sheriff's Department

It was moved by Besana and seconded by Costigan to approve the new classification specification of Correctional Sergeant and the reclassification of seven Sheriff's Sergeant positions, range 90.4 to Correctional Sergeant, range 77.0. New Correctional Sergeant positions will be allocated upon vacancy of the Sheriff Sergeant positions. Motion carried unanimously.

E. Extension of Work Out Of Class Pay

It was moved by LeDoux and seconded by Besana to approve the work out of class extensions as listed in staff memo. Motion carried unanimously.

VII. LEAVES OF ABSENCE: As an information item only, the Commission was advised of the leaves approved by Nancy Nittler, Personnel Director.

VIII. COMMUNICATIONS

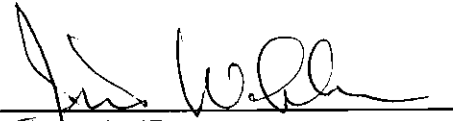
A. Provisional Appointments - None

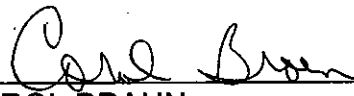
B. Staff Reports and Correspondence

Director Nittler introduced Mary Gastman who has been promoted from Administrative Technician to Personnel Analyst I.

IX. ADJOURNMENT: There being nothing further to come before the Commission the meeting was adjourned. The next regular meeting will be held at **5:30 PM**, on Monday, June 12, 2000, at 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

  
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JIM WEBBER  
CHAIRMAN

  
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CAROL BRAUN  
EXECUTIVE SECRETARY